



UNITED STATES MARINE CORPS

MARINE CORPS BASE
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CAMP LEJEUNE, NORTH CAROLINA 28542-0004

BO 1742.1G

BSJA

APR 22 1996

BASE ORDER 1742.1G

From: Commanding General
To: Distribution List

Subj: ABSENTEE VOTING PROGRAM

Ref: (a) MCO 1741.12A
(b) Voting Assistance Guide, NAVMC 1174

1. Purpose. To provide commanding officers and voting officers with information in assisting military personnel, their dependents, and civilian employees in the exercise of their voting privileges.

2. Cancellation. BO 1742.1F

3. Background. The Commandant of the Marine Corps has directed that commanding officers ensure that all Marines, dependents, and civilian employees are given an opportunity to vote in state and federal elections by absentee ballot. To facilitate this policy, all commanding officers must maintain an ongoing voting assistance program. Additionally, variations in state voting laws mandate that Marines, dependents, and civilian employees receive assistance in the form of personal guidance and information unique to their state of residence.

4. General Information.

a. Reference (a) contains information and instructions concerning absentee voting in the Marine Corps, outlines actions required by commanding officers, and establishes individual voting procedures.

b. Reference (b) contains election dates and summaries of voting laws of all states, the District of Columbia, the Commonwealth of Puerto Rico and territories. It is revised every two years and is distributed by Headquarters, U. S. Marine Corps. This publication should be distributed to all Unit Voting Officers and is not to be used as a handout for individual Marines. Additional copies may be requisitioned by using the standard MILSTRIP form (DD Form 1348).

c. Voting posters are also distributed by Headquarters, U. S. Marine Corps and should be prominently displayed. Locally generated posters to assist the program may be produced and are encouraged.

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d. Federal Post Card Applications (Standard Form 76 Revised 1981) (FPCA) are available through the Self Service Center.

e. Several training films on voting are available at the Training Audiovisual Support Center.

5. Action. Commanding officers will:

a. Familiarize themselves with the contents of reference (a) and initiate a voting assistance program that provides timely information and assistance to all Marines, dependents, and civilian employees within their command.

b. Ensure the command telephone directory includes the names and telephone numbers of all voting officers.

c. Ensure that all voting officers are commissioned officers and appointed in writing.

d. Ensure that voting officers:

(1) Thoroughly familiarize themselves with the contents of references (a) and (b).

(2) Maintain a file of all current voting information.

(3) Provide current absentee voting information for respective states, including election dates.

(4) Deliver the FPCA in hand to each individual eligible to vote on a timely basis and provide assistance in helping the individual complete the FPCA, to include signing the FPCA where required.

(5) Maintain accurate records of personnel assisted in voting.

e. Ensure that every affected individual is afforded the opportunity to receive assistance in the procedures of absentee voting according to the state laws governing the individual's voting residence. This shall include assistance with all types of elections to include local, state, and federal, both in primary and general elections.

f. Ensure in-hand delivery of FPCA's is made to all command personnel, spouses, dependents, and civilian employees.

g. Maintain a minimum of four FPCA's on hand for each Marine assigned to the command. Depending on state law, more

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than one FPCA may be required for each individual. Voting officers will ensure a sufficient number of FPCA's are on hand for every Marine dependent who is eligible to vote.

h. Provide current absentee voting information for the respective states including election dates, officers to be elected, constitutional amendments, and other proposals to be voted on, absentee registration and voting procedures, and other relevant information.

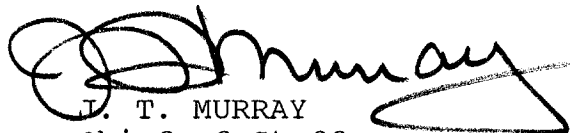
i. Conduct voting assistance and information events during Armed Forces Voter's Week. This shall include local activities publicizing upcoming elections, focusing on the importance of voting, and procedures necessary to obtain and properly complete absentee ballots and federal elections.

j. Gather and submit voting information and assistance statistics as directed by the Commandant of the Marine Corps and the biannual DoD post-election survey.

k. Observe, to the extent compatible with military operations, special ceremonies and activities to emphasize the responsibilities of all military personnel to vote. This observation will be in conjunction with Armed Forces Voter's Day.

6. Summary of Revision. This Order has been revised throughout and should be reviewed thoroughly.

7. Reserve Applicability. This Order is applicable to the Marine Corps Reserve.



J. T. MURRAY
Chief of Staff

DISTRIBUTION: A